

Smith, Natalie

From: Smith, Natalie
Sent: Thursday, January 16, 2003 11:48

Subject: Adrian McCray LOA

Importance: High

Sensitivity: Confidential

Hi

Per your request, here is the FMLA and PTO information on Dre.

November 19 - November 29

Approved FMLA leave for injury to his back

Fl/Hol 20 hours

Vacation 36 hours

Holiday 16 hours

9 days

December 2 - December 15th

Released but did not return to work until 12/5 - Intermittent leave

12/2 - 12/4 Vacation 24 hours

12/6 - Vacation 8 hours

12/12, 12/13 - Vacation 16 hours

(There are payroll issues with these hours which are being corrected for this Friday's off cycle)

IME scheduled: 1/6/03 with Dr. Mayo @ South Shore Medical Center

This exam resulted in a request for additional tests:

MRI scheduled: 1/9 at the Shields Rhode Island Facility

This appointment was not kept by Mr. McCray. He called in sick to work on 1/7 and did not return until 1/13.

At the request of Francine Gill, this appointment has not been re-scheduled.

January 7 - January 10

Requested a new leave of absence for foot problems.

Med cert Due 1/27

1/7 - 1/10 Sick 32 hours

Hope this is what you need.

Let me know if additional information is required.

Thank you.

■ H&R Block

Natalie Smith

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1/16/03